



SAN ANTONIO POLICE DEPARTMENT GENERAL MANUAL



Procedure 305 – Help End Auto Theft (HEAT) Program

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| Forms Referenced in Procedure: | None | Related Procedures: | None |

.01 INTRODUCTION

- A. This procedure is designed to address the administrative functions relative to the issuance, accountability, and data entry of Help End Auto Theft (HEAT) decals.
- B. Additionally, this procedure establishes guidelines for field officers to follow in stopping and detaining vehicles displaying HEAT decals.

.02 PROGRAM

- A. The HEAT Program is a statewide vehicle registration program administered by the Texas Department of Public Safety. It is a cooperative effort between the citizens and state, county, and local law enforcement agencies to curtail the increasing number of auto thefts throughout the State.
- B. Citizens desiring to participate in this program are required to:
 - 1. Register their vehicles with the Department by completing an application form, providing verification of vehicle ownership (i.e., original or duplicate title, insurance verification, license receipt), showing personal identification which identifies them as the registered owner, holding valid insurance as required by state law, and having HEAT decals affixed to the windshield and rear window of the registered vehicle; and
 - 2. Affixing their signature, hard copy or digitally, to the application thereby consenting to the vehicle being stopped, if the vehicle is found operating between the hours of 1:00 a.m. and 5:00 a.m., by any state, county, or local law enforcement officer within the State of Texas, for the purpose of identifying the driver and ascertaining if the vehicle is stolen or misappropriated.

.03 REGISTRATION AND ISSUANCE OF HEAT DECALS

- A. The application for the registration of vehicles and the issuance of HEAT decals is available through three outlets;
 - 1. A two-part form offered at Department substations, supplied by the Texas Department of Public Safety or the Department’s Vehicle Crimes Unit.
 - 2. The “*Stick It*” brochure form, supplied by the Texas Department of Public Safety or the Department’s Vehicle Crimes Unit.
 - 3. An online application available at: https://records.txdps.state.tx.us/DPS_WEB/Heat/index.aspx a link is located on the Department’s World Wide Web page.
- B. The application for the registration of vehicles and the issuance of HEAT decals requires a Department wide effort. This effort is coordinated and procedures are developed by the Vehicle Crimes Unit.
- C. Citizen participation in this program is afforded at all service area substations. The specific hours for issuance shall be established and coordinated between the affected divisions.
- D. The Vehicle Crimes Unit shall:
 - 1. Establish procedures for the accountability, registration, issuance, and data entry for the HEAT Program;



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2. Coordinate the issuance of the HEAT decals and forms with all affected divisions;
3. Coordinate the issuance of the HEAT decals and forms with regional law enforcement agencies and private concerns;
4. Coordinate public service announcements to inform the general public of the program and the locations and times where vehicles may be registered; and
5. Ensure timely notice of changes in the Program, locations, and times for the issuance of HEAT decals are published in the Department's Daily Bulletin.

.04 DISPLAY OF HEAT DECALS

- A. HEAT decals depict the design of a tri-colored Texas symbol with the same colors and partitions of the State Flag. The State of Texas symbol is sandwiched between HEAT, its meaning and olive branches with "The State of Texas" below.



- B. The HEAT decal should be placed on the exterior left corner of the rear window. The accompanying numbered decal should be placed on the interior windshield behind the rearview mirror, so as not to obstruct the view of the driver.

.05 STOPS OF VEHICLES DISPLAYING HEAT DECALS

- A. Officers who observe a vehicle displaying a HEAT decal being operated between the hours of 1:00 a.m. and 5:00 a.m. should:
 1. Notify the dispatcher of their location, the number of occupants in the vehicle, and the description and license number of the vehicle;
 2. Request a cover officer;
 3. Request the dispatcher to run the vehicle's license number in TLETS to verify the registration of the vehicle in the HEAT Program;
 4. Stop the vehicle on verification of HEAT Program registration; and
 5. When practical, upon the arrival of the cover officer;
 - a. Determine the identity of the driver and passengers; and
 - b. Ascertain, through contact of owner, whether the vehicle is stolen, misappropriated, or lawfully operated.
- B. In the event the vehicle is not registered in the HEAT Program, reasonable suspicion is required prior to the officer initiating a stop.
- C. Officers shall complete the appropriate report detailing their actions and findings and route a copy of their report to the Vehicle Crimes Unit.